

**IDAHO REAL ESTATE APPRAISER BOARD**  
**Division of Occupational and Professional Licenses**  
P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 8/17/2020**

**BOARD MEMBERS PRESENT:** H Scott Calhoun - Chair  
Brent Lee Stanger  
B Jane McClaran  
Eric J Brinton  
Paul J Morgan

**DIVISION STAFF:** Susan Buxton, Interim Division Administrator  
Dawn Hall, Section Chief  
MiChell Bird, Section Chief  
Julie Eavenson, Licensing Group Manager  
Lori Peel, Investigative Unit Manager  
Nicholas Krema, General Counsel  
Rob McQuade, Legal Counsel  
Greg Floyd, Financial Unit Manager  
Deborah Sexton, Management Assistant  
Cesley Metcalfe, Board Specialist

**OTHERS PRESENT:** Misty Lawrence, Div. of Financial Management

The meeting was called to order at 8:32 AM MDT by H Scott Calhoun.

**APPROVAL OF MINUTES**

Ms. McClaran made a motion to approve the minutes of June 15, 2020. It was seconded by Mr. Brinton. Motion carried.

**COMPLAINT MEMORANDUM**

Ms. Peel gave the investigative report, which is linked above.

**EXECUTIVE SESSION**

Mr. Stanger made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. It was seconded by Ms. McClaran. The vote was: Mr. Stanger, aye; Ms. McClaran, aye; Mr. Brinton, aye; Mr. Morgan, aye; and Mr. Calhoun, aye. Motion carried.

Mr. Brinton made a motion to come out of executive session. It was seconded by Ms. McClaran. Motion carried.

## **DISCIPLINE**

Mr. Stanger made a motion to approve the Division's recommendation and authorize closure in case numbers I-REA-2020-23, I-REA-2020-25, I-REA-2020-29, I-REA-2020-31, I-REA-2020-32, I-REA-2020-33, I-REA-2020-34, I-REA-2021-1, and I-REA-2021-2. It was seconded by Mr. Brinton. After further discussion, the motion was seconded by Ms. McClaran. Motion carried.

## **FOR BOARD DETERMINATION**

Ms. McClaran made a motion to accept the CEU Settlement in case REA-2020-8 and authorize the Board chair to sign on behalf of the Board. It was seconded by Mr. Stanger. Motion carried.

## **AARO FALL CONFERENCE**

The Board discussed the virtual 2020 Association of Appraiser Regulatory Officials (AARO) Conference. Ms. McClaran made a motion authorizing Mr. Brinton and Ms. Metcalfe to attend the conference. It was seconded by Mr. Stanger. Motion carried.

## **DIVISION BUSINESS**

The Board reviewed the To Do List and no action was taken.

## **EXECUTIVE SESSION**

Mr. Stanger made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Mr. Brinton. The vote was: Mr. Stanger, aye; Ms. McClaran, aye; Mr. Brinton, aye; Mr. Morgan, aye; and Mr. Calhoun, aye. Motion carried.

Mr. Morgan made a motion to come out of executive session. It was seconded by Mr. Stanger. Motion carried.

## **APPLICATIONS**

Mr. Stanger made a motion to approve the following for licensure:

ARIVS LLC	AMC-5280
REAL ESTATE APPRAISAL SOLUTIONS	AMC-5292

It was seconded by Mr. Morgan. Motion carried.

Mr. Brinton made a motion to approve the following pending receipt of additional information:

901057940

It was seconded by Mr. Morgan. Motion carried.

Mr. Morgan made a motion to approve the following for examination:

901151208

It was seconded by Mr. Stanger. Motion carried.

Mr. Brinton made a motion to approve the following pending receipt of additional information and review by Mr. Stanger:

901148569

Mr. Brinton made an additional motion to state that the additional information will be reviewed by Mr. Morgan. It was seconded by Mr. Morgan. Motion carried.

Mr. Stanger made a motion to approve the following for examination pending receipt of additional information and review by Mr. Stanger:

901150640

It was seconded by Mr. Morgan. Motion carried.

Mr. Stanger made a motion to approve the following for examination pending receipt of additional information:

901109727

It was seconded by Mr. Brinton. Mr. Stanger amended his motion to state that the additional information will be reviewed by Mr. Stanger. Mr. Brinton concurred. Motion carried.

## **CE COURSES**

Mr. Stanger made a motion to approve the following continuing education course pending receipt of additional information:

### **COST APPROACH AND LAND VALUATION**

It was seconded by Mr. Morgan. Motion carried.

Mr. Stanger made a motion to approve the following continuing education course pending receipt of additional information:

### **A SURVEY OF WASHINGTON STATE AGRICULTURE**

It was seconded by Mr. Morgan. Motion carried.

## **FINANCIAL REPORT**

Mr. Floyd gave the financial report, which indicated that the Board had a cash balance of \$977,489.35 as of July 31, 2020.

## **LAWS AND RULES**

Mr. McQuade presented a legislative update. He said as of July 1, individuals with a criminal background can ask an agency to review that conviction(s) prior to them attending school and ask the agency to tell them if the conviction(s) would bar them from receiving a license after they meet all of the requirements for licensure.

Mr. McQuade updated the Board on its administrative rules. In February, the Board approved the rules as temporary in case they were not codified by the Legislature. The rules were not codified, so the rules remain temporary and are set to expire at the end of the next legislative session. The Division was directed by the Governor's Office to go through the proposed and pending process so that the rules can be reviewed by the Legislature and codified in the 2021 session. The rules will be published as proposed rules in a special edition of the Idaho administrative bulletin in September. The Board will be asked before November to make a motion to move the rules to pending status to be reviewed by the Legislature.

**NEXT MEETING** was confirmed for October 5, 2020 at 8:30 MDT.

## **ELECTIONS**

Mr. Brinton nominated Mr. Calhoun as the Board chair. The nomination was seconded by Mr. Morgan. Mr. Stanger made a motion to close nominations. It was seconded by Ms. McClaran. Motion carried.

Mr. Brinton nominated Mr. Morgan as the Board vice-chair. The nomination was seconded by Mr. Stanger. Mr. Stanger made a motion to close nominations. It was seconded by Ms. McClaran.

Mr. Stanger made a motion to approve the slate of officers as nominated. It was seconded by Ms. McClaran. Motion carried.

## **LAWS AND RULES**

Ms. Hall updated the Board on the move of the Division to the Chinden Campus. The Division will move to a temporary space in September and will move to a permanent space next spring. There will be no face-to-face meetings until after the Division has moved to its permanent space.

## **BOARD CONTRACT**

Mr. Krema presented the 2021 fiscal year contract. The Board asked several clarifying questions and received responses from Division staff and Ms. Lawrence from the Division of Financial Management.

Ms. McClaran made a motion to accept the 2021 contract and authorize the Board chair to sign. Motion died for lack of a second.

## **ADJOURNMENT**

Mr. Morgan made a motion to adjourn the meeting at 11:01 AM MDT. It was seconded by Mr. Brinton. Ms. McClaran opposed. Motion carried.

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H Scott Calhoun, Chair